

國家政策與公共事務研究所研究生活動參與細則

Regulations for Graduate Institute of National Policy and Public Affairs Students Participation in Activities

民國 102 年 9 月 12 日所務會議修訂通過

Amended and Approved by the Institute Affairs Meeting on September 12, 2013

第一條 為提升研究生學術研究風氣、輔助正規課程研習，並增進團隊合作素養、策劃與執行能力及服務精神，特依據本所研究生入學、修業暨學位考試施行辦法之規定訂定本細則。

Article 1 These regulations are established in accordance with the institute's "Regulations for Graduate Admissions, Studies, and Degree Examinations" to enhance the academic research atmosphere, supplement formal course learning and improve teamwork, planning, execution abilities, and service spirit.

第二條 本細則所指之「活動」包括由本所舉辦或與其他單位合辦之各種定期、不定期集會及學術活動。「學術活動」係指學術專題演講或座談會、論文發表會與學術研討會等，且其主題或專題須與本所教學研究領域有關之活動。外校以及本所於他校參與舉辦之學術活動，視為本細則所指之「校外學術活動」。

Article 2 The "activities" referred to in these regulations include various regular and irregular meetings and academic activities organized by the institute or in collaboration with other units. "Academic activities" refer to academic lectures, seminars, thesis presentations, and academic conferences related to the institute's teaching and research fields. Activities held off-campus or organized in collaboration with other institutions are considered "off-campus academic activities."

第三條 本所研究生於修業期間，必須出席並協助辦理上述所列舉之各種活動，每次均以親自到場簽名為原則。本所另行製發學術活動參與護照，或列為「研習護照」之一部，研究生於活動結束時由本所辦公室或校、內外主辦單位予以簽證。

Article 3 During their studies, graduate students must attend and assist in organizing the activities listed above, with attendance verified through personal signatures. The institute will issue an "Academic Activity Participation Passport" or include participation as part of a "Learning Passport." After each activity, students must have their passports signed by the institute office or the organizing unit.

參與校外學術活動應先向本所辦公室申請核備，經所長核定確認為學術活動後，由辦公室備查，並聯繫主辦單位辦理簽證事宜。

Students must first apply to the institute office for approval to participate in off-campus academic activities. Once the director confirms the activity as academic, the office will record it and coordinate with the organizing unit for attendance verification.

研究生須於參與學術活動後一週內持相關證明文件至辦公室辦理註記。

Students must submit relevant documentation to the office within one week of participation for recordkeeping.

第四條 本所為辦理學術活動，得配合「所學會」組成學術活動工作組，以助教為執行長，並分設議事、公關、文書、事務等小組，各置若干工作人員，本所碩士班一、二年級研究生均應參與，承擔辦理學術活動之義務。

Article 4 To organize academic activities, the institute may establish an Academic Activities Working Group in collaboration with the Student Association. The working group, led by the teaching assistant as executive director, will form subgroups for meetings, public relations, documentation, and logistics, with assigned personnel. All first- and second-year master's students must participate and assist in organizing academic activities.

第五條 研究生若因故未能參與辦理或參加活動，除特殊原因得於事後請假外，均須事先以書面請假單陳請所長核示。參與辦理情況並移請所長及導師列入品德考核及服務學習獎助評核。

Article 5 If students cannot participate in or assist with activities for personal reasons, they must submit a written leave application to the director for approval. Exceptions for exceptional circumstances may be granted post-event. Participation records will be reviewed by the director and advisors and included in assessments for character evaluation and service-learning awards.

第六條 為尊重演講者或論文發表人，並期於活動順利進行，研究生參加上述活動，除非有正當理由且向所長陳明核可外，不得無故遲到或早退。無故遲到或早退逾十分鐘者，視為缺席。

Article 6 To respect speakers or presenters and ensure the smooth conduct of activities, students must not arrive late or leave early without legitimate reasons and prior approval from the director. Arriving late or leaving early by more than 10 minutes without authorization will be considered an absence.

第七條 本所研究生無故缺席本所於校內舉辦之重要集會，送請本所所務會議議處之。

Article 7 Students absent without valid reasons from important institute-organized events on campus will be referred to the Institute Affairs Meeting for deliberation.

第八條 本所研究生註冊修業期間內，碩士生須參加本所舉辦及與其他單位合辦之學術活動十五次以上，其中須參加校外學術研討會或論文發表會三次以上，始得申請學位論文口試。

Article 8 During their study period, master's students must attend at least 15 academic activities organized by the institute or co-organized with other units, including at least three off-campus academic conferences or thesis presentations, to be eligible to apply for their thesis defense.

在職專班碩士生申請學位論文口試前，須已參加十次以上學術活動，其中得包含校外學術活動，惟以三次為限。

Executive master's program students must attend at least 10 academic activities, which may include off-campus academic activities, but no more than three.

非本國籍研究生參與之學術活動不限為校內外及本所主辦或參與辦理者，以至少參加十場次為原則。

For non-local students, participation in academic activities is not restricted to institute-organized or co-organized events, whether on-campus or off-campus. A minimum of 10 sessions are required.

第九條 本細則如有未盡事宜，由本所所務會議議定後公佈施行。

Article 9 : Matters not covered in these regulations shall be deliberated and resolved by the Institute Affairs Meeting and announced for implementation.

第十條 本細則所務會議討論通過後公佈施行，其修訂時亦同。

Article 10 These regulations take effect upon approval by the Institute Affairs Meeting. Amendments follow the same procedure.

※ In case of any dispute, the explanation should be based in the Chinese version.※